

NEW LAUREL HANDWRITING

Third
Book

CALIFORNIA STATE SERIES

ALMACK

BILLINGTON

STAFFELBACH

POWERS

NEW LAUREL HANDWRITING

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- It is the duty of pupils to assist the State by guarding and using this book with care, so that it may yield good service.
- Only one book can be given to a pupil.
- He should cover it with paper or other protective material, and should he lose, damage, or destroy the book he should replace it at his own expense.
- It is the duty of teachers to encourage and enforce these provisions.

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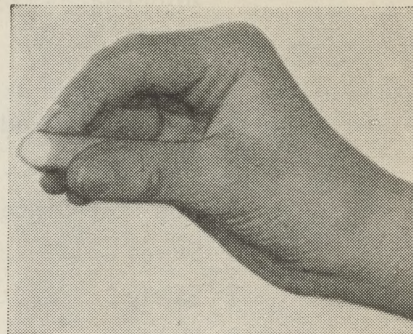
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CORRECT POSITION FOR BLACKBOARD WRITING



How to Stand at the Blackboard

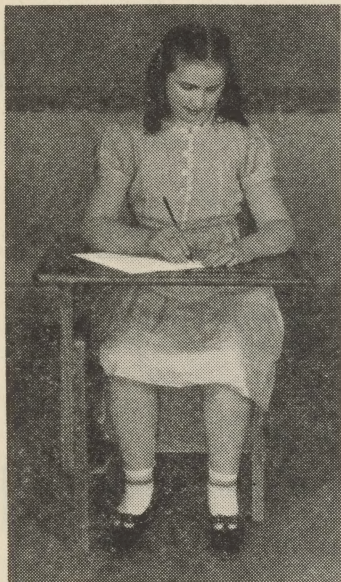
Blackboard position is identical for manuscript (printscript) and cursive writing.



How To Hold
The Chalk

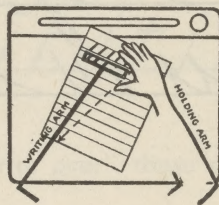
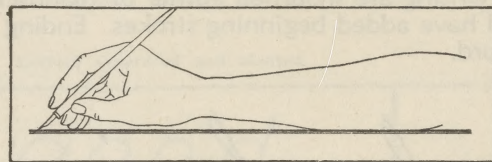
CORRECT POSITION FOR DESK WRITING

3

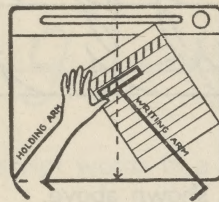


Front View

Position Of Arms And Paper

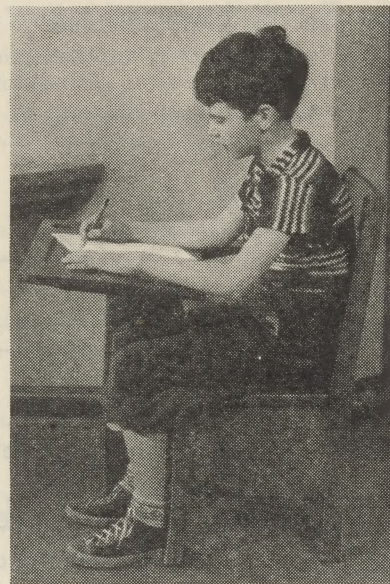


Left-Hand
Writer



Right-Hand
Writer

The Writing Arm And Hand

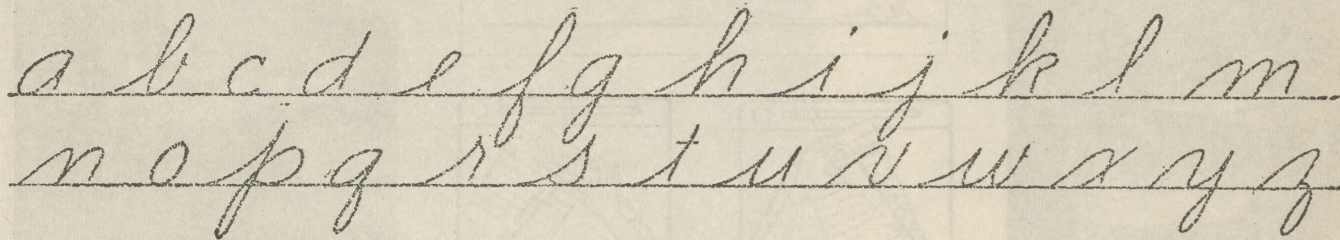


Side View

CHANGING FROM MANUSCRIPT TO CURSIVE WRITING

Note: These exercises (pages 4 to 8) are for children who have had manuscript writing previously.

The letters used in cursive (joined) writing are modified forms of manuscript or printed letters. Ordinarily, cursive letters are written with slant and have added beginning strokes. Ending strokes are also added when letters are written alone or at the end of a word.



EXERCISE: Write the simplified letters shown above.

- To secure the correct slant, turn your paper in an angular position and direct downward strokes toward the lower edge of your desk. (See illustrations, page 3.)
- Do not raise your pencil from the paper until a letter or word is completed.
- In word writing, cross t and dot i and j after the word is written.

Learn how to use both kinds of writing.

CHANGING FROM MANUSCRIPT TO CURSIVE WRITING

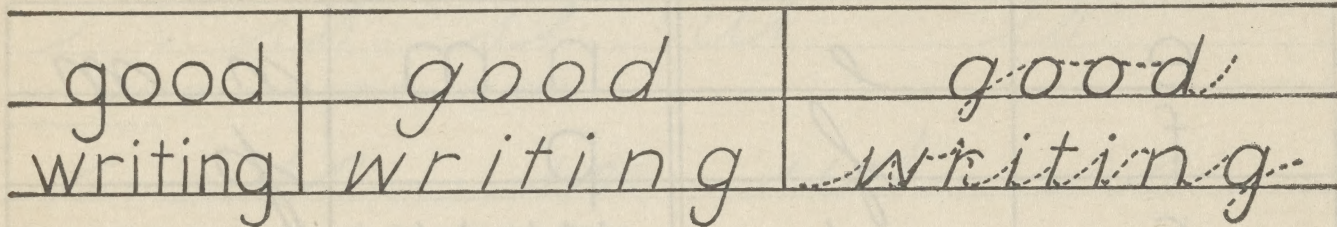
5

In cursive writing the letters are not only joined and slanted, but the spacing between letters is wider than in manuscript writing. If manuscript letters are spaced widely and slanted, one may easily "write over" the letters.

Manuscript writing

Letters separated and slanted

"Writing over" the manuscript letters



EXERCISE: Rewrite and "write over" these manuscript words in a similar way:

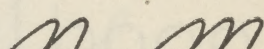
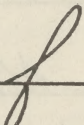
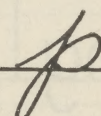
ball, book, wagon, teddy bear

Note: Add ending strokes to the last letter in each word.

Learn when to use each kind of writing.

CHANGING FROM MANUSCRIPT TO CURSIVE WRITING

The cursive letters shown below differ considerably in form from manuscript letters, and should be given special attention.

Manuscript Letter	Cursive Letter	Manuscript Letter	Cursive Letter
e		n m	
f		p	
r		w v	
s		z	

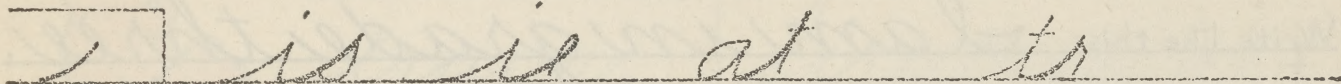
EXERCISE: Write the letters shown from dictation; then try writing words in which the letters are used, such as: mother, father, brother, sister, etc. Add ending strokes to the last letter in each word.

For complete manuscript alphabet, see outside rear cover.

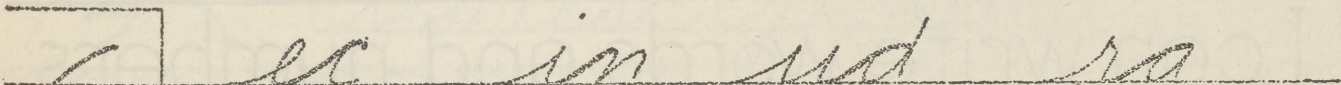
CHANGING FROM MANUSCRIPT TO CURSIVE WRITING

7

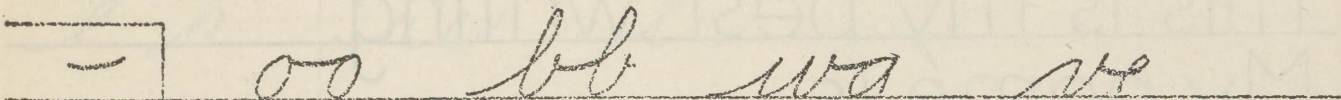
Some letters are joined with the under-curve.



Some letters are joined with the over-curve.



Some letters are joined with the swinging stroke.



EXERCISE: Write these words giving special attention to joining strokes: his, tie, hat, train, necktie, pin, mud, boots, rubbers, was, very.

Add ending strokes to the last letter in each word.

For complete cursive alphabet, see outside rear cover.

CHANGING FROM MANUSCRIPT TO CURSIVE WRITING

EXERCISE: Write these sentences for your teacher.

Write like this: *I am in grade three.*
I am in grade three.
I can write words and numbers.
This is my best writing.
My name is

Rewrite some of your manuscript stories in the cursive form.

Note: The exercises following (pages 9-26) are also designed to aid in the introduction of cursive writing.



trees

street car

train

fire engine

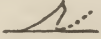
stores

people

Study and practice the letters and combinations below.

r r

re tr le et

Curve the first stroke of r like this  ; retrace and slant out  ; slant down  ; finish .

Note: Thirteen small letters (half the alphabet) are introduced on this page.



We sing songs.
We read stories.
We slide and run.

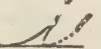
Letters And Combinations For Study And Practice As Needed

i s

si id

gs

ri

Curve the first stroke of i like this  ; slant the second stroke almost to the line and pause  ; add the ending stroke .

Write about what you do in school.



walk

swing

run

throw

jump

pull

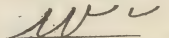
Letters And Combinations For Study And Practice As Needed

u w j

wa

ow

ju

Curve the first stroke of w like this  ; retrace, slant to the line and curve up  ; slant again to the line and curve up  . Be careful with the "tick" stroke. Make it like this  .



We play ball,
pull-away and
bean bag.

l b

ll

al

ba

be

Letters And Combinations For Study And Practice As Needed

Make the first stroke of l like this  ; slant the second stroke and pause like this . The "tick" stroke of b is like the "tick" stroke of w.

Write the names of games you like to play best.

Note: All small letters except q, v, x, and z have been introduced on pages 9, 10, 11, and 12.



Be fair in play
Play hard.
Rest sometimes

Letters And Combinations For Study And Practice As Needed

P B R | Be Re rd ir

The second stroke of P, B, and R retraces like this  and is higher than the first P B R.

Write other rules for play. Try also in manuscript writing.



back yard

lake shore

school ground

Letters And Combinations For Study And Practice As Needed

h k

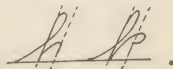
ch

ck

or

ol

Pause at the lower end of the downward strokes of h and k like this



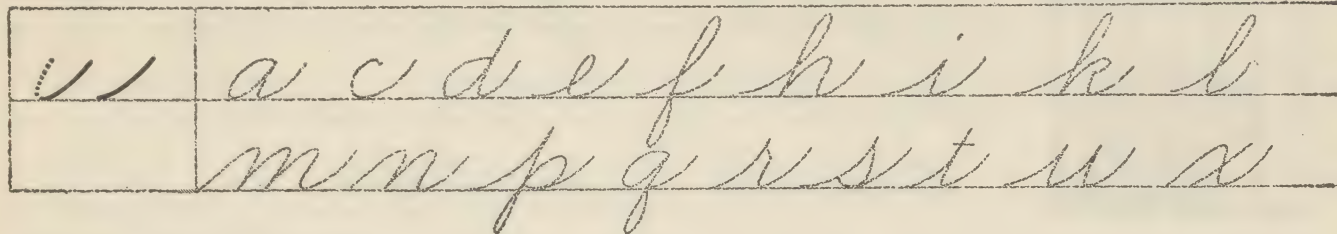
Write the names of places where you play.

LETTER ENDINGS

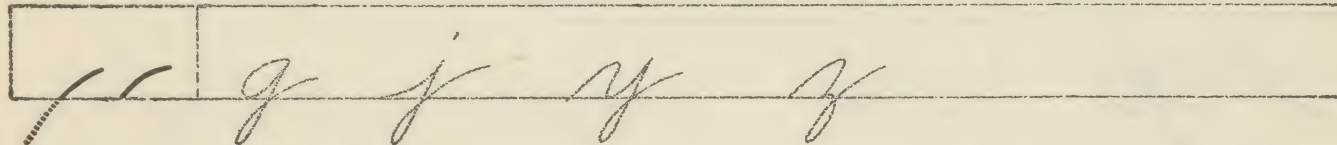
15

How small letters end when written alone or at the end of a word.

The under-curve ending:



The over-curve ending:



The outward ending:



Find and write words which end with each kind of ending stroke.



tiger

puma

bear

ant-eater

lion

tapir

Letters And Combinations For Study And Practice As Needed

t p

ti

ap

pu

Curve the first stroke of t like this  ; retrace, slant and pause  ; finish and cross  .

Write about other animals you have seen at the zoo.



Jim and I went
to the zoo. We saw
the animals.

Letters And Combinations For Study And Practice As Needed

I

ji zo we th

Start the first stroke of I like this  . Say to yourself, "Swing back," and write  . The ending of I

is like the end of a boat  .

Write about your visit to the zoo.



Keep away from
the cages. Do not
feed the animals

Letters And Combinations For Study And Practice As Needed

f D

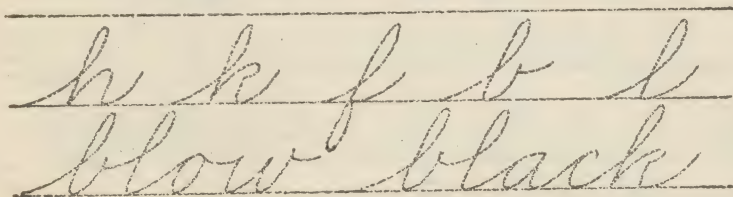
Ke Do fe fr

Curve the first stroke of the f like this  ; slant the second stroke and pause  ; fold  . The last stroke of D swings like this .

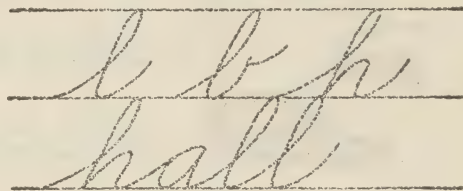
Write signs you have seen at the zoo. Manuscript writing is best for signs, labels and bulletins.

Your writing will look better if the tall letters do not go to the top line.

Make your tall letters like this:



Not like this:



Write these words. Remember that the tall letters should not go quite to the top line.

brown

block

bush

fill

half

have

tall

line

Find and write other words with tall letters.

Note: The same principles of alinement apply to both manuscript and cursive writing.



fish

hunt

tramp

go sailing

play cowboy

play ball

a g

Letters And Combinations For Study And Practice As Needed

ay

go

ng

ra

Be sure to close a and g ā g̃. Stop near the end of the downward stroke of g g̃ g̃. As you

write the words on this page, be sure to watch the height of letters l, b, h, and f.



cook

dress up

bake

play house

sew

dress dolls

Letters And Combinations For Study And Practice As Needed

o d

dr

do

ba

oh

Be sure to close the o and d like this o d.

Write about some things you like to do.



Tom and Fred found
a tadpole. They put
it in a jar.

Letters And Combinations For Study And Practice

T F

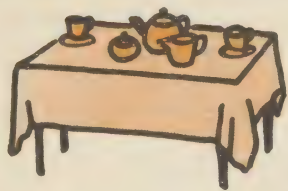
To

Th

Fr

See the boat ending on letters T and F. Swing like this  ; retrace on the stroke .

Write a story about what happened to the tadpole.



Ora and Anna
had a tea party. They
had ice cream.

Letters And Combinations For Study And Practice As Needed

a o Or An ty nd

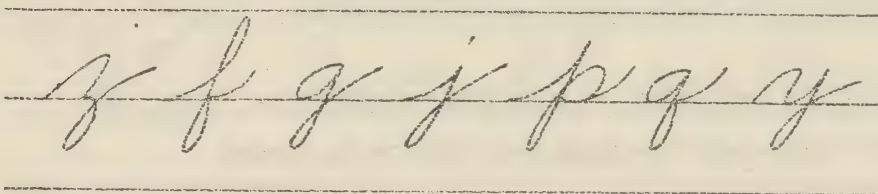
Begin the A and O like this C ; close at the top like this a o . Round the bottom of the O O

Write the names of things you like to eat at a party.

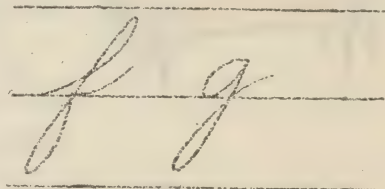
LOWER LOOP LETTERS

Your writing will look better if the lower loops go only about half way below the line.

Make letters that go below the line like this:



Not like this:



Write these words. Remember that lower loops extend not more than half way between lines.

gone

your

flag

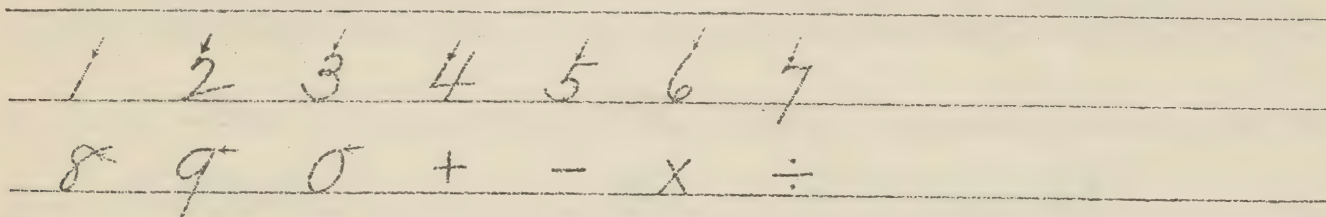
party

zoo

quick

Study an English or Spelling paper. Do all your letters SIT on the base line? If not, rewrite the page as a writing lesson.

Write figures clearly. The arrow ($\longrightarrow$) shows you where to begin writing the number. Make your figures a half-space high.



Look at your last arithmetic paper. Circle the numbers you made poorly. Practice these and then rewrite your arithmetic paper.

Manuscript numerals may be used for writing page, address, or telephone numbers and for other special purposes.

Arithmetic
John Allen Feb 6, 19-

I	II	III
36	59	182
+ 21	- 24	x 3
57	35	546

Always keep columns of figures straight. See how well you can arrange your arithmetic paper.

You should now be able to write freely in the cursive form.

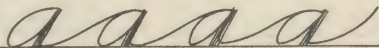
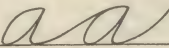
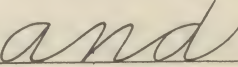
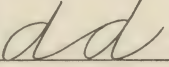
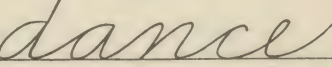
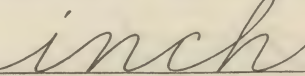
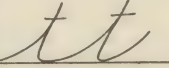
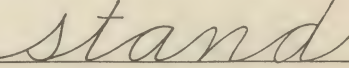
Spelling
Jane Jones Oct. 1, 19-

1. and	4. came
2. are	5. have
3. book	6. little

Numbers may be used in spelling. Number each word as you write. Do this in your spelling lesson every day.

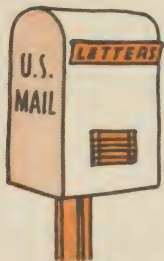
You may use pen and ink hereafter in both kinds of writing.

Notice the retraced strokes:

Find retraced strokes in other letters and practice those you make poorly. It is not as bad to retrace too much as to retrace too little.

Review retraced strokes occasionally throughout the year.



Anna wrote a letter
to Jean. She stamped
and mailed it.

Letters And Combinations For Study And Practice As Needed

m m

ma

nn

wr

Round the tops of the m and the n like this i m n.

Write a letter to a friend.

May 31, 1938

Dear Jean:

Please come to visit me
on Saturday at three o'clock.

Your friend,
Anna

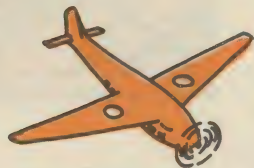
Write an informal invitation and arrange it like this one.



Miss Jean Zolan
10 X Street
Richmond
Va.

X
V
Z

Envelopes addressed in manuscript writing are neat and legible.



U. S. A.

stamps

letter

air mail

postman

mailbox

Letters And Combinations For Study And Practice As Needed

x U

ox

ps

il

For U, make a big curve like this U^U; slant like this U; round up U; slant, and up U. Slant the first

downward stroke of x like this x^x.

Write other words about mail.

THESE COMBINATIONS ARE USED MORE OFTEN THAN OTHERS 33

er	in	al	ea	at
re	en	la	se	ew
ar	an	le	ee	st
or	nt	he	de	ou
ro	on	th	te	ve

Write these words in columns: enter, are, orange, row, into, and, one, all, late, let, heat, that, each, see, dear, few, stay, out, five.

See how many of these letter combinations you can find in your next spelling lesson.



Ice cream
cones 5¢

Ice cream
1 quart 40¢

Letters And Combinations For Study And Practice As Needed

g c

qu

cr

co

Ice

Slant the last downward stroke of the q like this *q q*. Begin letter c with a small tick *c*.

Write signs in both manuscript and cursive writing.



Did you ever visit
a pet shop? What did
you see?

Letters And Combinations For Study And Practice As Needed

W v y

ve

vr

yo

W begins with a cane stroke 2 and has three retraces W. Begin v and y like this v y.

What kinds of animals make good pets?



Marbles 12 for 5¢

New Books 10¢



Jacks and ball 15¢

Letters And Combinations For Study And Practice As Needed

M N

Ma

Ne

Bo

Ja

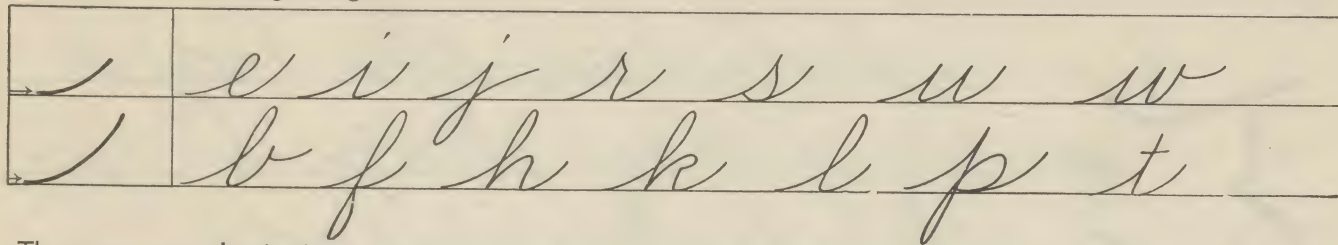
M and N begin with a cane stroke like this  . Swing over and down to the line  .

Write the names of some toys you would like to have.

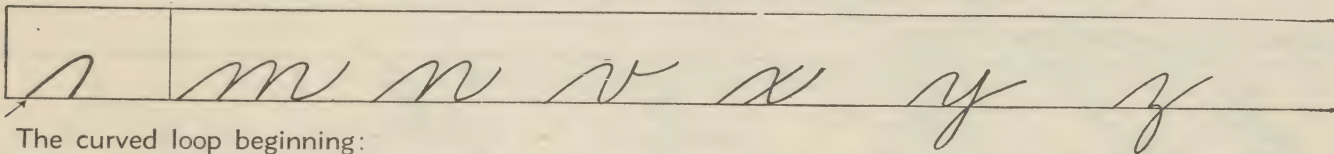
HOW THE SMALL LETTERS BEGIN

37

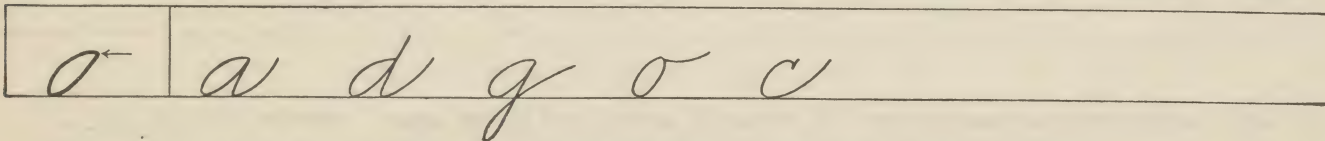
The under-curve beginning:



The over-curve beginning:



The curved loop beginning:



Find and write words which begin with each of these letters.

Review the exercises on page 15 at this time.



*Go when the light
is green. Stop when
the light is red.*

Letters And Combinations For Study

G S

Go St gh wh

G and S end with the boat stroke. To make it, swing and pause  ; retrace the tip .

Make safety posters in both manuscript and cursive writing.



Let us be safe.
Look both ways.
Watch for safety zones.

Letters And Combinations For Study And Practice As Needed

L z

Lo zo ty ch

Capital L ends below the line L. Small z goes only half way below the line z.

What other capital ends below the line?

James was on his way
to school. He came to a
very busy street. The
light was red.

Finish this story.

Manuscript writing provides pleasing contrast when used for page, chapter or paragraph headings.



Harry and Kate went
to grandma's house.
They had turkey and-

H K

Ha Ka rk ey

You may improve the cane stroke of capitals H and K if you slant like this  ; swing over and stop .

Finish the story about Harry and Kate.

On Thanksgiving Day
I am grateful and glad—
For my food, for my health.
For my Mother and Dad.

Write of some things for which you are thankful.

Try writing poems in the manuscript form.



Christmas Tree
 Each room has a
 Christmas tree. The trees
 are pretty.

E C

Ea

Ch

ch

hr

Begin E with a tick ; then swing ; loop round and swing up . Slant the first stroke of the C

like this and pause ; then swing .

Write about your Christmas tree.



I got a puppy. Her
name is "Queenie."
What did you get?

2

Letters And Combinations For Study And Practice As Needed

Qu

pp

yo

End Q below the line like this 2.

Write the names of the things you would like to get for Christmas.



The bells ring on
New Years Eve. Have
you heard them?

Letters And Combinations For Study And Practice As Needed

Y

Ye

be

ll

th

If you have trouble making the slanted stroke of the Y, pause near the bottom of the down strokes, thus:



Make Christmas or New Year's cards partly in manuscript and partly in cursive writing.

ABBREVIATIONS FOR DAYS OF THE WEEK AND MONTHS

<i>Sunday</i>	<i>Sun.</i>	<i>Jan.</i>	<i>July</i>
<i>Monday</i>	<i>Mon.</i>	<i>Feb.</i>	<i>Aug.</i>
<i>Tuesday</i>	<i>Tues.</i>	<i>Mar.</i>	<i>Sept.</i>
<i>Wednesday</i>	<i>Wed.</i>	<i>Apr.</i>	<i>Oct.</i>
<i>Thursday</i>	<i>Thurs.</i>	<i>May</i>	<i>Nov.</i>
<i>Friday</i>	<i>Fri.</i>	<i>June</i>	<i>Dec.</i>
<i>Saturday</i>	<i>Sat.</i>		

May, June and July should never be abbreviated.

Write this table in both manuscript and cursive forms.

Third grade pupils should write at least as well as this:

James was on his way to school.
He came to a very busy street. The
light was red.

Third grade pupils should try to write as well as this:

James was on his way
to school. He came to a very
busy street. The light was red.

See page 40.

SMALL LETTER COUNTS

a—Around-close: slant-stop: up
 b—Swing: slant-stop: up: retrace, out
 c—Dot: around
 d—Around-up: slant-stop: up
 e—Swing and up
 f—Swing: slant-stop: up-touch, out
 g—Around: slant-stop: up
 h—Swing: slant-stop: over-slant: up
 i—Swing: slant-stop: up: dot
 j—Swing: slant-stop: up: dot
 k—swing: slant-stop: over: down: up
 l—Swing: slant-stop: up
 m—Over-slant: over-slant: over-slant: up
 n—Over-slant: over-slant: up
 o—Around-stop: out
 p—Swing: slant-stop: up-around: out
 q—Around: slant-stop: up-touch: out
 r—Up: retrace, slant: down: up
 s—Swing-stop: swing-stop: up
 t—Swing: slant-stop: up: cross
 u—Up: slant: up: slant: up
 v—Over-slant: up: retrace, out
 w—Up: slant: up: slant: up: retrace, out
 x—Over-slant: up: cross
 y—Over-slant: up: slant-stop: up
 z—Over: over: up

CAPITAL LETTER COUNTS

A—Around-close: slant-stop: up
 B—Slant: over, over-stop: out
 C—Slant: around
 D—Curve-loop: over, up, out
 E—Dot-pause: swing, swing
 F—Curve, swing-stop: in-cross (slant-down, up-over)
 G—Swing: swing-stop: swing-stop: in
 H—Slant: swing-slant: curve-down: up: loop
 I—Swing-back: swing-stop: in
 J—Swing: slant-stop: up
 K—Slant: swing-slant: curve, loop, curve
 L—Swing: swing: swing: (end below the line)
 M—Slant: swing-slant: swing-slant: swing-slant: up
 N—Slant: swing-slant: swing-slant: up
 O—Around-stop: loop
 P—Slant: up and around
 Q—Slant: swing: (end below the line)
 R—Slant: up: around-in; down: up
 S—Swing: swing-stop: in
 T—Curve, swing-stop: in: (slant-down, up-over)
 U—Slant: swing-slant: up: slant: up
 V—Slant: swing-slant: round-up
 W—Slant: swing-down: up: slant: up
 X—Slant: swing-slant: slant, space, loop
 Y—Slant: swing-slant: up: slant: up
 Z—Slant: swing-slant: loop-down: up

Colons in time counts mean pauses; commas, checks in motion.

WAYS TO USE PRINTSCRIPT

I. CHARTS

- A. Experience charts: narrative, based on common experiences such as excursions. Describing a picture and informational.
- B. Children's suggestions concerning a new activity, class rules formulated by pupils, such as "How We Work," "Clean Up Rules."
- C. Fanciful stories, creative poetry.

II. LOCATION AND DIRECTIONS

- A. Street signs, school signs, maps and map names.
- B. Road and traffic signs.
- C. Fire and mailbox signs.
- D. Direction signs for: north, east, south, west.
- E. Telephone numbers.
- F. Addresses.

III. LABELS, TAGS, AND MARKS

- A. Models, collection items, museum items, book shelves, exhibits.
- B. Labels for social studies and nature study—trees, plants, seeds, jars and drawers.

IV. BULLETIN BOARDS

- A. Record of observations, directions for things to do, calendars.
- B. Plans for special occasions.
- C. Captions under illustrations.

V. GREETING CARDS

- A. Cards for Christmas and Easter.
- B. Valentines.

a b c d e f g h i j k l m n
o p q r s t u v w x y z

A B C D E F G H I J K L M
N O P Q R S T U V W X Y Z

0 1 2 3 4 5 6 7 8 9

0 1 2 3 4 5 6 7 8 9

a b c d e f g h i j k l m
n o p q r s t u v w x y z

A B C D E F G H I J K L M
N O P Q R S T U V W X Y Z